

## **Kentucky Behavioral Health Planning and Advisory Council**

### **Membership Committee Meeting**

**January 22, 2015      1:00-4:00PM**

**BHDID, 275 East Main Street, 4W-G**

**Frankfort, Kentucky**

**Members Present: Mary Singleton, Betty Jo Moss, Sherry Sexton, Gayla Lockhart, Becky Clark (via teleconference), Brandon Kelley (via teleconference), Carmilla Ratliff (via teleconference), Steve Liles, Steve Lyons, Kalon Bagby**

**Staff Present: Michele Blevins, Melissa Runyon, Colleen Meszaros**

<b>Topic</b>	<b>Discussion</b>	<b>Next Steps</b>
Call Membership Meeting to Order	Mary Singleton called the meeting to order at 1:15 PM and members and staff introduced themselves. Quorum was confirmed.	
Membership Process	<p>Discussed the process of being appointed to the Council as a member. Explained that the Membership Committee voted on a slate of members to be presented to the Council for recommendation. The Council agrees on a slate to recommend to the Commissioner. The Commissioner then decides who to appoint to the Council.</p> <p>Discussed process of voting, including for members attending via teleconference.</p>	
Vacancies	Discussed current vacancies and new applicants. Rebecca Burton, Parent and Lee Ann Kelley, Family Member, were new applicants. Valerie Mudd, Family Member, recommended by the full Council, waiting on appointment by the Commissioner.	Wait on possible appointment of Valerie Mudd by the Commissioner
Expired Terms	Discussed current Members whose terms were expiring March 2015. Betty Jo Moss, Gayla Lockhart, Sherry Sexton, Becky Clark, and Brandon Kelley reapplied for Council membership. Betty Jo Moss made a motion to recommend to the full Council that all applicants reviewed today, to include the two new applicants and the five individuals reapplying, be approved and submitted to the Commissioner for appointment. Steve Liles seconded the motion. Motion passed.	March 19 <sup>th</sup> meeting agenda to include 7 new member recommendations.

Member Absences	<p>Committee discussed member absences. Reviewed Bylaws, Article III, Section 12, which states that “Members who miss three consecutive meetings without a substantial reason submitted and reviewed by the Chair may be recommended for removal from membership unless the Council acknowledges special circumstances and acts to continue the membership.</p> <p>Carmilla Ratliff made a motion to ask RC to resign from the membership of the Council due to inattendance. Brandon Kelley seconded the motion. Motion passed.</p>	Council to ask for resignation of RC.
Discussion on Member Recruitment	<p>Committee held discussion on how to increase member recruitment for KBHPAC. Chairperson, Mary Singleton, encouraged members to recruit new members. Especially need to target applications from parents of children with behavioral health challenges.</p> <p>Link to the membership application:  <a href="http://www.dbhdid.ky.gov/dbh/documents/kbhpac/MemberApp.pdf">http://www.dbhdid.ky.gov/dbh/documents/kbhpac/MemberApp.pdf</a> </p>	
Membership Orientation	<p>Discussed with Committee that orientation is scheduled for April 15, 2015 from 12-4pm. Asked for volunteers to present information. Sherry Sexton, Gayla Lockhart, Kalon Bagby, Mary Singleton and Betty Jo Moss volunteered to help.</p>	<p>Staff to update presentation.</p> <p>Staff to schedule teleconferences (at least 2 calls) preferably on Wednesday and/or Friday mornings.</p>
Adjournment	<p>Steve Liles made a motion to adjourn; Sherry Sexton seconded. Motion passed. The committee meeting adjourned at 3:30 PM.</p>	<p><u>Next Meeting</u>  Member Orientation  April 15th, 2015  (12-4pm)  CHFS/DBHDID  275 E. Main St 4<sup>th</sup> floor  Commissioner’s Conference Room</p>